

RECOMMENDATION NO. 15

a. Review the manpower resources needed by FMCD to carry out its full mission and responsibility and adjust the T/O of FMCD accordingly.

COMMENT

STATINTL

Concur. We have requested additional ceiling positions for FY 1972. Currently we have staffed FMCD with [] employees although there is only a personnel ceiling of [] allotted.

STATINTL

b. Develop a rotational plan for professional position classifiers.

COMMENT

Concur with modifications. In consideration of the fact that our entire Supervisory Staff will be retiring by 1976, we (1) have returned an experienced classifier who has been on rotation to prepare him for a supervisory position; (2) will in the next month transfer to FMCD a competent GS-14 who has had previous FMCD experience as a branch chief. We will also plan for other rotations as appropriate, but we believe that there is a small hard-core group whose talents do not lend themselves to diversified professional development.

c. Assign well-qualified young personnel officers to the Division.

COMMENT

Concur. In the last 13 months there have been seven younger officers transferred into FMCD indicating substantial compliance with the recommendation concerning younger officers.

RECOMMENDATION NO. 13

That the Director of Personnel assemble his Plans and Review Staffs and his SIPS systems personnel, when available, into a consolidated Planning and Systems Staff attached to his immediate office.

COMMENT

Concur with modifications. This is a logical recommendation. Most Plans Staffs report to the Office Heads and at a later time I may ~~reorganize~~ *reorganize* the office that way. At the present, however, the two staffs under the DD/Pers/P&C have been completely responsive to my needs. Further, the physical co-location of these two staffs with the DD/Pers/P&C, in another building, provide the Chiefs of these Staffs with the daily guidance of a senior Office of Personnel official.

RECOMMENDATION NO. 14

That the Director of Personnel initiate prompt action to ensure positive and continuous control and location of all Official Personnel Files. This should include scheduled physical inventory of files to verify location and control records.

COMMENT

Concur. We are investigating a better method of controlling and locating Official Personnel Files. To this extent we have checked with other Government agencies as to their methods and are currently investigating the use of a computer-based system.

SECRET